

JOB TITLE**GRADE: M-25**

City Engineer – Bureau of Traffic Engineering, Department of Public Works

DEFINITION

The City Engineer plans, designs and/or oversees construction of public works facilities considered essential for modern life under the direction of the Director of the Department of Public Works. The City Engineer requires a broad education and experience background in each of the classical specialties of Civil Engineering, including: hydrology, hydraulics, sanitary, environmental, transportation, structural, soil mechanics, planning, and surveying. Beyond this technical background, the City Engineer must also be conversant with state statutes which regulate land use policies, as well as the specific legislation and regulations governing the City of Harrisburg. The City Engineer works with the staffs of Zoning Hearing Boards, Planning Commissions, and municipal governing bodies as well as the general public discerning the needs of these groups, interpreting technical requirements, and presenting recommendations. In the fulfillment of these duties, excellent communication skills and the ability to work efficiently with a diverse segment of the population are required. The City Engineer interprets the needs of society to the technical design teams and presents and explains technical issues to the general public. This is a management, FLSA exempt position.

EQUIPMENT/JOB LOCATION

Work is performed in the Office of the City Engineer, located at 123 Walnut Street, in the McCormick Public Services Center. Work involves ability to drive a personal vehicle, the use of a personal computer, blueprint copier, maps, computerized printer, calculator, telephone, and fax machine. Employee may be exposed to dust, dirt, fumes, hazardous environmental conditions, toxic and nontoxic chemicals, loud noise, and adverse weather and working conditions. Duties are typically performed weekdays from 8:00 a.m. to 5:00 p.m. Occasional attendance at evening City Council meetings, Zoning Hearing Board and Planning Commission meetings may also be required.

ESSENTIAL FUNCTIONS

Review and comment on existing codes and ordinances, and preparation of codes and ordinances where required. Determine runoff characteristics of watershed and storm runoff to control erosion and reduce sediment. Prepare/review plans for transmission and distribution of water supplies. Prepare/review plans for inlets, storm sewers, retention ponds and other storm water conduits. Prepare/review plans and operating and maintenance manuals for sewage treatment plants, pumping stations and other sewage facilities. Prepare/review plans for solid waste disposal facilities of sludge and other solid waste materials including hauling equipment, collection systems, transfer stations, incinerator and sanitary landfills. Review Bridge Inspection Reports of superstructure and foundation structural integrity and acquire plans for construction and/or reconstruction. Investigate roadway conditions and prepare/acquire plans for reconstruction, resurfacing

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ESSENTIAL FUNCTIONS CONT'

and/or restoration. Determine traffic impact on roads and streets to provide improvement of safety conditions, traffic flows and access by handicapped persons. Assemble demographic and census data, water and wastewater facilities, and utility availability to determine feasibility of development. Review present worth and life cycle costs and evaluate alternatives for public works projects. Assist with project financing issues including the availability and feasibility of grants, loans, bond issues, and private investment in public facilities. Maintains regular, punctual and predictable attendance. Reports to work and remains at work in a productive condition which includes not being under the influence or impaired by the use of alcohol and/or drugs. Establishes and maintains an effective working relationship with supervisors, co-workers and the general public. Completes all assignments in an efficient, consistent and timely manner.

NON-ESSENTIAL

Performs other related duties as required.

REQUIRED KNOWLEDGE AND ABILITIES

- Make on-site inspection of site improvements to assure compliance with City standards to protect and preserve natural features and surrounding properties.
- Administer the release of monies held as financial guarantees for public improvements to assure facilities are installed in accordance with approved plans.
- Review proposals of consulting engineers for design of capital projects and make recommendations for contract award.
- Prepare plans and studies as required with consideration of the environmental impact to the community and access to public facilities as required by the Americans with Disabilities Act.
- Interact with City staff and make recommendations regarding solutions to municipal engineering problems.
- Administer and coordinate a comprehensive engineering service to assure that all studies and surveys are done in a timely fashion.
- Assist City staff in administering state and federal regulatory requirements to assure logical and environmentally sensitive actions are taken.
- Attend public and regulatory meetings and prepare necessary reports, graphics, and other information as required.
- Provide engineering advice to various appointed boards and commissions so that they can provide sound recommendations on the overall development of the municipality.
- Research and analyze federal, state and local regulations governing projects.

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QUALIFICATIONS

- Bachelor of Science degree in Civil Engineering, Environmental Engineering or Construction Management.
- Valid/current Professional Engineer License issued by the State of Pennsylvania.
- Valid Pennsylvania driver's license.

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